

Sixth District Department of Correctional Services POLICY	Issue Date 06/23/06	Effective Date 07/01/22	Policy Number 161-22
Subject: <b>CLIENT FEEDBACK</b>		Review Month June	Author 368/746 (PBU/CRY)
Rescinds 161-17	References		

**POLICY:**

Client feedback surveys are distributed to offenders randomly for the purpose of evaluating and improving services.

**PROCEDURE:**

1. At designated intervals, surveys (161A) are provided to a selected sample of clients under supervision.
2. Clients are asked to complete the survey voluntarily and anonymously.
3. Completed survey results are compiled by designated personnel.
4. The final analysis of data is shared with management staff for use with staff development.

BY ORDER OF:

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Bruce Vander Sanden, District Director